



**TISBURY SELECT BOARD MEETING AGENDA**  
**Wednesday, January 25, 2023 at 4:30 PM**  
**Roy Cutrer, John Cahill, Abbe Burt**  
**VIRTUAL MEETING**

**SELECT BOARD MEMBERS PRESENT:** John Cahill, Roy Cutrer, Abbe Burt  
**STAFF PRESENT:** John Grande, Town Administrator, Elena De Foe, Executive Assistant

**CALL TO ORDER**

Chair Cutrer called the meeting to order at 4:32 PM.

**ANNOUNCEMENTS**

Chair Cutrer announced the following:

- Mr. Cutrer and Mr. Cahill welcomed the new board member Abbe Burt.
- Town Administrator has executed a contract in the amount of \$2,698,972 for wastewater treatment facility updates with the help of Environmental Partners and Wastewater Superintendent Jared Meader.
- The Senior Center has been recognized as dementia friendly community.
- Under the guidance of Nancy Gilfooy and Oak Bluffs the two Towns have submitted a request to increase the embarkation fee. It was filed from Julian Cyr's office.
- Last week the kitchen facility at the American Legion was complete and the students and faculty are happy to have hot food.
- The Tisbury Annual Town report has won first place in its category.

**RE-ORGANIZATION OF BOARD OFFICERS**

**Cahill made a motion to nominate member Cutrer as Chair. Burt seconded the motion. Cutrer abstained. Roll Call Vote. The vote was 2 in favor, 0 opposed, and 1 abstained.**  
**Burt made a motion nominate member Cahill as Vice-Chair. Cutrer seconded the motion. Cahill abstained. Roll Call Vote. The vote was 2 in favor, 0 opposed, and 1 abstained.**  
**Cahill made a motion to nominate member Burt as Clerk. Cutrer seconded the motion. Burt abstained. Roll Call Vote. The vote was 2 in favor, 0 opposed, and 1 abstained.**

**APPROVAL OF MEETING MINUTES**

December 7, 2022

**Cahill made a motion to approve the to approve the Minutes from December 7, 2021 with minor amendments. Chair Cutrer seconded the motion. Burt abstained. Roll Call Vote. The vote was 2 in favor, 0 opposed, and 1 abstained.**

**TOWN ADMINISTRATOR REPORT**

*Reserve Fund Transfer, Educomp Building, 4 State Road, Office Space*

Chair Cutrer recused himself from the Educomp discussion.

Mr. Grande stated he had reached out to Mr. Agassi acquiring about a rental of the upper office space of the Educomp building. This move will allow for immediate release of the community space at Town Hall, currently occupied by employees. A reserve fund transfer will be required. Then if the modular is purchased that will be another move within the year. The three office spaces will be \$1,200 a month. The site is advantageous to the town for its location. Mr. Grande expressed his desire to go straight to the modular rather than moving twice.

Ms. Burt supports a one time move directly to the modular.

Cahill agrees with Ms. Burt. He asked if there could there be a delay with getting the modular?

Mr. Grande responded that this modular is much smaller and more readily available than the School once.

Nancy Gillfooy asked what is the first day the modular could be occupied?

Mr. Grande explained that if the money is free cash the modular can be procured after town meeting. He would envision July 1 to be the outside date. He stated the proffered site will be 55 West William Str but there are other options available such as the DPW.

Member Cahill and Burt tabled the Educomp building option.

### *Municipal Office Space and Town Hall Planning and Design Warrant Articles*

Mr. Grande presented the article to fund the planning and design of new Town Hall. This would begin the town's formal initiative in regard to town offices. It would envision a process close to the school process. Mr. Grande explained the process will start with evaluating the space needs and the different sites, going through the planning process with a committee and engaging an architect. In a subsequent town meeting, there will be a request to fund the development of the final documents. This project will be much smaller than the school, it will still require an Owner's Project Manager but not in the first year of the project.

Mr. Grande presented the second article to alleviate some of the overcrowding in town hall and to fund municipal office space. To have money to lease office space or purchase a modular office unit which will cost \$294,000. He stated he may have to increase the article depending on what system is used for waste disposal-wastewater hookup or tide tank. The modular unit which is an outright purchase would be 4 offices, restrooms and meeting space. Mr. Grande stated there are different town properties the trailer could be placed at. This Article will address the immediate overcrowding issues at Town Hall.

Ms. Burt asked what is the time frame on the Town Hall Project?

Mr. Grande responded that he believes the space study and the feasibility study, cost estimate and drawings could be accomplished by the end of this expenditure. He hopes to get even further if funds are still available. In year two- construction drawings and borrowing. Year three- shovel in the ground, summer of 2025. Mr. Grande suggested the committee be made of the town administrator, one employee and members of the public. Select Board will appoint the committee, its charge, term and composition.

Mr. Cahill asked what would the resale value be of the modulars?

Mr. Grande responded that knowing the resale value of the School modulars it seems like they are holding their value. Barging these to the island is a cost.

Mr. Epstein expressed his support of the two articles.

Chair Cutrer stated he would like to have the finance committee way in on the lease vs purchase of the modular.

### *Black Dog Café, 509 State Road, Temporary Closure*

Mr. Grande stated the Black Dog is closing between January 15 and April 15 due renovations and repairs to the building. Establishments are required under the alcohol regulations to notify the Select Board when closing.

### **COMMITTEE & DEPARTMENTS REPORTS & REQUESTS**

#### *Public Works-Wastewater, Wastewater Flow Allocation Stay*

Jared Meader explained that the Wastewater Department and Sewer Advisory Committee is asking the Select Board to approve a 120 day follow allocation stay. After fixing breaks and finding alias connections the system ended up with a significant amount of remaining flow. Such connections were a place in Beach Road that was acting as a catch basin of storm water which was getting pumped into the system, a lot of ground water pumped into the system as well. Some of that excess flow has already been allocated to Affordable housing units and emergency flow. The 120 day stay will allow for a plan of how to allocate the remaining flow.

Chair Cutrer asked what is the abundance of flow?

Mr. Meader responded that it is between 20,000-30,000 gallons. He stated that currently there are no outstanding applications. If an application is approved by the Martha's Vineyard Commission flow will be reserved.

Mr. Cahill asked Ross Seavey if any larger projects coming up that may need some flow?

Mr. Seavey responded he can't think of any large projects coming up requiring flow.

**Cahill made a motion to approve the water flow allocation stay for 120 days for wastewater department with a 60 day update to the Select Board. Burt seconded the motion. Roll Call Vote. The vote was 3 in favor, 0 opposed, and 0 abstained.**

### **LICENSE RENEWALS**

Common Victualler License Renewal-Italplat Inc. d/b/a Salvatore's, 20 Union Str

**Cahill made a motion to approve the Common Victualler license renewal for Salvatore's at 20 Union Str. Burt seconded the motion. Roll Call Vote. The vote was 3 in favor, 0 opposed, and 0 abstained.**

### **APPOINTMENTS**

*Emergency Management Director- Patrick Rolston*

Mr. Grande explained that Colleen Wilson is an employee of the natural resource office and Patrick Rolston is the Assistant Fire Chief.

**Cahill made a motion to appoint Patrick Rolston as an Emergency Management Director. Burt seconded the motion. Roll Call Vote. The vote was 3 in favor, 0 opposed, and 0 abstained.**

*Assistant Emergency Management Director- Colleen Wilson*

**Cahill motioned to appoint Colleen Willon as Assistant Emergency Management Director. Burt seconded the motion. . Roll Call Vote. The vote was 3 in favor, 0 opposed, and 0 abstained.**

*Building Commissioner, Conditional- Ross Seavey*

**Member Cahill made a motion to appoint Ross Seay as a special employee until March 31, 2023. Burt seconded the motion. Roll Call Vote. The vote was 3 in favor, 0 opposed, and 0 abstained.**

Member Burt asked what is the status of the search for a replacement for Mr. Seavey?

Mr. Grande explained that there are promising candidates, and the town will be going through the interview process. He explained that the building department has two employees to perform the day-to-day functions.

## **BILLS PAYABLE & PAYROLL**

### **PROSPECTIVE MEETINGS SCHEDULE AND AGENDA ITEMS**

February 8, 2023

Joint meeting with Affordable Housing Committee January 30, 2023

Mass DOT virtual meeting January 30, 2023

Capital infrastructure workshop meeting February 15, 2023

Joint meeting with Finance Committee March 1, 2023

#### *Future Agenda Items*

Lake Tashmoo moratorium on anchorage

Beach road festival

Select Board Goals

Warrant article for a charter review committee

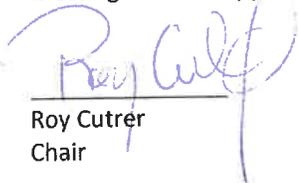
### **MEETING ADJOURNMENT**

**Member Cahill motion to adjourn the meeting. Member Burt seconded the motion. Roll Call Vote. The vote was 3 in favor, 0 opposed, and 0 abstained.**

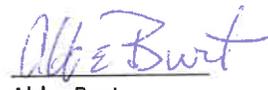
Meeting was adjourned at 5:52PM.

Meeting Minutes Recorded by Executive Assistant Elena De Foe

Meeting Minutes Approved February 15, 2023

  
Roy Cutrer  
Chair

  
John Cahill  
Vice Chair

  
Abbe Burt  
Clerk